



## **CITY OF SEGUIN, TEXAS**

### **Announces an Examination for FIRE RECRUIT**

**Announcement opens: October 17, 2016**

**APPLICATION DEADLINE: November 4, 2016 AT 5:00 P.M.**

**TEST DATE: November 10, 2016**

**LOCATION: SEGUIN PUBLIC LIBRARY**

**313 W. Nolte Street, Seguin, Texas 78155**

The City of Seguin is looking for qualified and committed individuals interested in a professional Fire/EMS career. Selected applicants will attend an Academy chosen by the City of Seguin. Applicants must successfully complete a pre-employment screening process and will be offered the following if hired by the City of Seguin:

- The City of Seguin will pay the academy tuition, books and uniforms.
- The salary during the academy shall be at a rate of \$14.84/per hour.
- This position has regular full-time City benefits.
- Upon successful completion of the academy and passing the Texas Commission of Fire Protection certification exam, you will be upgraded to the position of Firefighter/Paramedic at the current rate of pay established for that position.

### **SEGUIN FIRE/EMS DEPARTMENT FIREFIGHTER RECRUIT QUALIFICATIONS**

1. Must be at least 18 years of age.
2. Must have valid Texas Driver's License.
3. Must be authorized to work in the United States.
4. Must be a high school graduate or its equivalent (Texas Department of Education Equivalency Certificate).
5. Must hold current Texas Department of Health EMT/PARAMEDIC certification as required by advertisement.
6. Must be able to lawfully respond to an emergency from within 1 hour.

7. Must be able to operate all emergency vehicles.
8. An applicant is ineligible if there are any of the following items on his/her record:
  - A. Conviction of a felony or other crimes involving moral turpitude.
  - B. Any discharge from the Armed Forces other than an Honorable Discharge.
  - C. Three hazardous moving traffic violation convictions one year prior to date of application or three negligent vehicle accidents two years prior to date of application.
  - D. More than two misdemeanor convictions within the last two years prior to date of application.
  - E. A D.W.I. conviction within the last ten years.

Applicants who meet the minimum qualifications and complete all phases of the application process as listed below, will be considered for employment with the City of Seguin Fire Department.

1. Written Exam Score of 70% or higher;
2. Oral Interview Board;
3. Background Investigation;
4. Drug Screen, Physical, WorkSTEPS and Psychological; and
5. Training/Employment Agreement is required.

## **HOW TO APPLY**

Persons who meet the minimum qualifications may apply for the position of Fire Recruit. Application For Employment and Personal History Statement may be obtained from the City of Seguin, Human Resource Department, City Hall, 205 N. River, Seguin, Texas 78155 or online at [www.seguintexas.gov](http://www.seguintexas.gov). Deadline for application and personal history statement is Friday, November 4, 2016 at 5:00 p.m. Please contact Kathy Salinas, Recruitment Coordinator for questions or additional information at (830) 401-2473. AA/EOE EMPLOYER.

Applications and personal history statements will be screened based on certain criteria to determine whether an applicant will be chosen for testing. Applicants disqualified from testing will be notified immediately by mail.

## **WRITTEN TEST**

The Human Resource Department will initiate the Fire Recruit testing process. Testing date is scheduled for November 10, 2016 at 9:00 a.m. to be held at the Seguin Public Library located at 313 W. Nolte Street, Seguin, Texas 78155.

The results of the test will be given to the candidates on this date.

## **ELIGIBILITY LIST**

The number of persons selected from the Eligibility List will depend upon the number of vacancies existing in the Seguin Fire Department at the time of appointment. From time

to time, changes in the number of authorized positions, or budgetary funding require a postponement, or cancellation of the hiring process. Candidates in process at the time of such postponement are placed back in their original position on the eligibility list.

If at anytime during the process an applicant wishes to withdraw their name from consideration they may do so in writing to the City of Seguin, Human Resources Department, 205 N. River, Seguin, Texas 78155.

All applicants disqualified during the process will be notified of that fact. It should be noted that some reasons for disqualification are permanent in nature, while others are temporary. Persons disqualified for a reason of a permanent nature will not be eligible to take future examinations.

## **CONDITIONAL OFFER OF EMPLOYMENT**

As applicants are selected (based upon the number of departmental vacancies), the candidate will be given a Training/Employment Agreement to be signed at the time of conditional offer of employment.